NOTES FROM THE:

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Web-Based Resource Advisor Course. This project is well on its way. In September and October 2000, subject matter experts met and developed much of the course content and the props needed to support the course. Scenario 1 of the course will be for new squadron RAs and Scenario 2 will be for more experienced RAs. The course will be scenario based—the student will be given an actual problem to solve and will have to use the available resources within the course to find the solution. In addition to the two main scenarios, there will be certification courses for specific areas. Currently the certification courses include the triannual review of obligations, flying hour program, support agreements, travel card program, and the purchase card program. SAF/FMPC is looking for subject matter experts to help develop portions of the course.

OJT Training Guides. These training tools were developed in 1997 and need to be revised. When we started this project, each major command accepted the responsibility to keep these guides up-to-date. In October, HQ ACC held a workshop to update the travel guides. It was a grueling week, but we now have current guides for travel. After the new year, we hope each command will be able to hold similar workshops so that we can update the entire set. Currently these guides are in a series of large Microsoft Word files on the SAF/FM web site. Our overall goal is to package the guides in a manner that will make it easier for trainees/trainers to access and use the material. We also want to make them easy to maintain and update.

Contingency Training Course. This project is moving along and should be available in March 2001. We reviewed some of the prototype material and have adopted a basic look and feel for the course. Until we have the CD ROM version of this course on the street, all personnel assigned to a Unit Type Code (UTC) must complete the course currently located on the SAF/FM web site. We appreciate your feedback and your recommendations will be included in the computer-based version.

Professional Development Update. The current professional development web page contains a lot of excellent information, training tools and links to other sites. However, we are in the process of redesigning the web page to make it more intuitive and user friendly. We want to make it simple to determine what is required to become Level I/II/III certified and easy to obtain and track continuing professional education (CPE) credit. Another objective is to fully explain the process and clear up the confusion of how the Defense Leadership and Management Program (DLAMP), Air Force Personnel Center's Financial Management Career Program (FMCP), Certified Defense Financial Manager (CDFM) exam and Acquisition Professional Development all relate to level certification. Stay tuned for even more state-of-the-art improvements and tools to simplify your professional development progress.

Expeditionary Air Force. As we begin Cycle 2 (1 Dec 00 - 28 Feb 02) of the EAF construct the focus continues to be on training and adequate deployment preparation. We've taken several steps to assure success for our deploying FMers. Completion of the web-based contingency training course is mandatory within six months of deploying (maintain the signed certificate of completion in your training/mobility records). 9AF and 12AF continue to conduct mandatory orientation courses for key positions deploying to their respective areas of responsibility. The AEF Center posted "training templates" on their web site to provide duty descriptions, points of contact, phone numbers, and mandatory/desired training requirements (https://aefcenter.acc.af.mil/eafonline). These enhancements will help FMers better prepare for their deployments, but there is no substitute for hands-on training at home station. Are you ready to deploy?

Habla Espanol? The Air Force has multiple deployments for disbursing/paying agents in South America which require proficiency in the Spanish language. If you read, write, and speak Spanish, please complete the proficiency test to document the skills in your personnel record so you too can help meet the Air Force's needs in that region. The deployment positions are managed by SOUTHAF in support of US Forces Southern Command. Deployed members are entitled to Foreign Language Proficiency Pay.

Government Travel Card. Several enhancements have been made to the Government Travel Card (GTC) Program to make it more user friendly. A new one-page application is now available. If the bank needs additional information they will e-mail the Agency Pro-

gram Coordinator (APC) to obtain the required information so the application can be processed faster. All cardholders can log on to EAGLS (Electronic Account Government Ledger System) to view their account transactions on-line. Contact your unit APC to request an EAGLS user ID. Cardholders can also make address and phone number changes through EAGLS using the account inquiry/maintenance feature. EAGLS access can be a real time saver when filing travel vouchers. As a reminder, travelers are encouraged to select split-disbursement when filing their vouchers so the GTC account balance can be paid directly to Bank of America via electronic funds transfer, thus, no check to write, no stamp to lick, no envelope to mail.

    Chief Financial Officer's Act of 1990. The Act directed Federal Agencies to establish goals pursuing financial management improvements. One process adopted by Air Force established plans to identify, review, modify, test and certify 42 critical financial management systems. Annually, significant financial information are gathered from these systems and to improve/validate the quality of information generated, each system must undergo testing to ensure system controls and accounting requirements are compliant. As each system went through or is going through its assessment stage, detailed deficiencies require correction before the evaluation stage certifies the system fully compliant. Presently, out of the 42 systems, three are in the assessment stage, 10 are in the renovation stage and four are scheduled for validation. The remaining 25 systems are legacy and will either be incorporated into one of the on-going systems or integrated into one of 10 new systems under development. New systems undergo comprehensive reviews performed by the Air Force Audit Agency's Management Advisory Service.

    Air Force General Funds Financial Statement Audit. In the fourth quarter of FY00, a contract award went to a Certified Public Accounting firm for development of a plan to audit the FY 2001 Air Force General Funds Financial Statement. The firm performed limited work on the FY 2000 statements. During their analysis and testing of fiscal year 2000 statements their focus was on the ending obligation balance as it appears on the Statement of Budgetary Resources. Although a formal report is not yet available, information updates will be forthcoming in future articles. In addition, the real and personal property reviews are coming to fruition and we will keep you posted on the results.